

EXH. 31

**Department of
Veterans Affairs**

Memorandum

Date: April 1, 2013
From: Associate Chief Nurse, Long Term Care, 118
Subj: Notice: Temporary Change in Work Assignment
To: Annette Ryan, LPN

1. To better align your needs with the needs of the service, it is necessary to temporarily assign you to the Warren Community Based Outpatient Clinic, effective Tuesday, April 2, 2013. Please contact to Mr. David Davidson, Nurse Manager at (440) 357-6740, for your assignment and work schedule. We appreciate your cooperation.
2. If you have any questions or concerns regarding this change, please contact me at extension (2360).

Elizabeth Noelker, RN

I certify receipt of the original and one copy of this letter.

Michael Holt